



## **Organizing and Hosting a “Party with a Purpose” House Party for New Life Refuge Ministries Home of Hope**

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Hello from NLRM Director Minta Moore,

Thank you for your consideration of hosting an educational house party in your community. It is a great way to help bring awareness to the issue of domestic minor sex trafficking (DMST) and the need for restorative housing. People volunteer their time or give money to non-profit organizations not only because they believe in the cause, but also because someone like you asks them to support the cause! By organizing a house party you will be able to see a powerful and motivational presentation. It will educate you and your guests on how to keep the children and youth in your lives safe. This presentation will bring your guests an awareness of the nationwide growing problem which could affect the future of our country's youth.

Hosting a House Party can be as simple or as elaborate as you choose. In this “Party with a Purpose” Manual you'll find out how to organize a successful house party from start to finish with checklists, sample invitations, and more. The information in this packet is based on the experience of organizations who have used house parties as a way to educate and raise funds.

Please keep in mind that the ideas that are presented are only suggestions. Feel free to organize your house party as you see fit. The important thing is to bring people together and lay down the foundation for future network building and action in your community!

Sincerely,

Minta Moore,  
Founder and Executive Director

<http://www.NewLifeRefugeMinistries.org>

<http://www.facebook.com/NewLifeRefuge>

## **House Party Tips**

### **Invitations**

Generally, only one out of four people who are invited to your house party will attend. The response rate is even lower (1 of 10) if you use email only. The most effective way to get good attendance is to mail out invitations and follow up with a personal phone call 2-3 days before the party. Personal contact will greatly increase the attendance at your party.

- Be sure your invitations include the date, time, and address of the house party. Include good directions to your house (a map is very useful).
- Include your phone number and email.
- Ask your guests to RSVP so you have an idea of how many people are coming.
- If you chose to make your house party a fundraiser, as well as an educational event, be direct in mentioning this in your invitation so that people know they will be asked to contribute to New Life Refuge Ministries.

### **Preparations**

- Consider asking a few friends or colleagues to help you plan. You can even list them as a "host committee" on the invitation to attract more people who will recognize the names.
- Send invitations in advance and ask for an RSVP.

### **Fundraising**

- If you choose to include fundraising as part of your event, we ask that you let your guests know by including it on the invitation. You can choose to have a fundraising goal(\$1000-\$5000, etc.). However, I think it is best for the people to give what they feel led to and not be confined or pressured by a particular amount. It is helpful for the host to express their thoughts on why New Life Refuge Ministries is a good cause to support. People will appreciate your appeal for a good cause!

### **Being Creative**

- Your house party could be anything from a wine tasting and chocolates to a brunch, a tea party, or simply coffee and desserts.
- The event can be in your home, at a church, or other community setting.

### **Cutting Costs**

- Get food, drinks, etc. donated. You'd be surprised how many companies are willing to help.
- Have a potluck with guests bringing the food.

### **A Sure Way of Getting People to the Party**

- A week or so before the event, call people you haven't heard from to encourage them to come.
- A few days before the event, call those who have said they will come to remind them of the date and time and to make sure they have directions.

## **Call to Action**

- Encourage people to get active. Your NLRM “Party with a Purpose” kit will provide you with several options for people to get involved. You can also visit [www.NewLifeRefugeMinistries.org](http://www.NewLifeRefugeMinistries.org) for up-to-date facts on domestic minor sex trafficking.
- Let guests know that we are available to speak at churches, youth groups and clubs, civic groups, professional groups, or anywhere there is normally a speaker giving a presentation. Education on the issue is very important.
- Ask if any guest would be interested in hosting their own “Party with a Purpose”

## **Sample Planning Checklist and Timeline**

To help you ensure a successful event, we’ve provided a sample timetable for a small to medium-sized house party/fundraiser. Keep in mind that depending on when your event takes place, its size and its type, your timetable will be different.

### **What you need:**

- Invitations
- Refreshments

### **NLRM Materials provided:**

- Video/DVD
- Name tags
- Sign-in sheets
- Item for a door prize
- Volunteer applications
- Donor Cards
- NLRM Brochures
- Event Flyers

### **When you decide you want to host an event:**

- Determine the who, what, when, and where, of the event.
- Write out a to-do list.
- Create invitation list.
- Arrange for a friend to help or develop a committee (if the event is large)

### **Two weeks before:**

- Mail invitations with directions and a request for RSVP.
- Reserve any necessary equipment.

### **One to Two weeks before:**

- Plan the meal or refreshments.

- Purchase beverages and supplies.
- Prepare your own presentation or remarks.
- Make sure all guests have directions.

### **One to Five days before:**

- Obtain rented or borrowed equipment.
- Prepare make-ahead food.
- Set up the beverage area.
- Call people you have not heard from yet
- Call others to remind them of event

### **Day of event: *The Party!***

- Welcome guests, allow guests to mingle for 20-30 minutes.
- Introductions and personal testimony of why you feel compelled to help the cause (10 minutes).
- Ice Breaker
- Start presentation (30-45min).
- Guests Q&A (10-20 minutes).
- *Call to Action:* Ask guests if they are interested in contributing either time or money to the cause. (5 minutes)
- Ask for additional house party hosts, volunteers, endorsements (5 minutes)
- Make sure everyone has signed in/pass around sign in sheet again.
- Thank guests for coming, wrap up (5 minutes).
- Make the information table easily accessible to your guests.

### **Follow up**

- NLRM will send thank you notes to guests.

## Sample Invitations

Dear friends

You are cordially invited to a house party co-sponsored by \_\_\_\_\_ and the New Life Refuge Ministries (NLRM). We will be learning how to keep our kids and grandkids safe at time when sex trafficking is prevalent in every state. Knowledge of how trafficking takes place and what our children are vulnerable too will be shared.

**This party is with a purpose:** It will be educational and eye opening. Bring your questions, ideas, and checkbooks (if you are willing to make a donation to an amazing cause).

**We promise:** Interesting people, good food and beverages, a 30-45 minute educational presentation and discussion of the issues. We are raising funds to help build a restorative care home; New Life Refuge Home of Hope.

Where: \_\_\_\_\_

When: \_\_\_\_\_

I can't come, but enclosed is my donation

Please RSVP to:

Directions: (visit [www.googlemaps.com](http://www.googlemaps.com) to include a map to your house party)



## **Suggestions on How to Ask for Volunteers and Money**

Asking for volunteers and donations is never easy. However, offering people an opportunity for further involvement and providing financial support significantly increases your chances of success.

### **Sample ideas you may want to mention:**

#### **4 things you can do –**

- **Volunteer or join New Life Refuge Ministries as an advocate.**

“If you want to stay up-to-date and get active on issues of domestic underage trafficking, New Life Refuge Ministries can provide you with all the necessary tools to do so.” *(Sign up sheets are provided)*

- **Host a house party like this one.**

“If you have found this film and information helpful and informative, consider hosting your own house party, with NLRM help.” *(Sign up sheets are available at the information table)*

- **Make a tax-deductible donation to New Life Refuge Ministries.**

“New Life Refuge Ministries needs your help to build a restorative home. Please consider a tax-deductible donation to New Life Refuge Ministries.”

- **Support Legislation such as HB2805 Stop Sex Trafficking 2013**

“Contact your legislators and ask them to support such bills”

- **Talk to Local Lawenforcement and Elected Officials**

“Law enforcement and our elected officials need to be well educated on this issue. If you know any of these public servants, talk with them. Share what you have learned and let them know we are willing to assist them in learning more.

**Your involvement as the host or hostess will greatly increases the likelihood others will get involved.**